

**ADVISORY COMMITTEE MEETING
MAY 2, 2006**

1. **Welcome** – Shannon Crays welcomed everyone and participants did a roll call.
2. **Review of Minutes of Last Meeting** – There were no additions or corrections to the minutes of the last meeting. Motion was made and seconded to accept the minutes.
3. **Report on Action Items** –
 - a. Live-Fire Testing at INL – Jerry Schroeder said that we had reactivated the discussion about establishing a working arrangement between PTE-INL. Richard Mallard, INL, did a power point presentation of the INL Fire Facility.
 - b. Presentation of Concepts for Instructor Development – Jerry Schroeder stated that we are taking a different approach to the Instructor Conference and we do not have a pilot model yet. We are going to a directed approach to focus instructor development in curriculum area where we have needs. We are going to look at the mentoring process to make it more consistent. There is a need to develop formalized expectations of lead instructors during the mentoring process. We need a list of criteria to evaluate and additional instructor training for development of newer instructors to develop a degree of credibility that new instructors do not have. We also need to find out what will motivate new generation of instructors. Mark Larson suggested that case studies be developed to help the younger ones. Steve Donahue suggested that we do mock case studies before the new instructors are allowed to mentor and also, more background is needed on mentoring instructors. There was a discussion on changing the Course Evaluation form. It should be the peer review of instructors and should be module by module evaluation. Jerry Schroeder will contact instructors to work on Instructor Development pilot.
4. **Report on Instructor Survey** - Steve Donahue said that only eight replied. Jerry Schroeder stated that some of the curriculum that was listed was not available. Lonnie explained the Instructor levels. Jerry Schroeder stated we are moving away from using the term Essentials. We are calling the training In-house Basic Firefighting and other FFI training. There is no longer a Level III instructor as we are no longer developing our own curriculum. Steve Donahue suggested that this be tabled for the next meeting until we have a better idea of what we want and know what the considerations are.
5. **Certification Program Discussion** –
 - a. Jerry Settle reported the following information: As of 4-28-06 - FY 06 – Skills - FFI, FFII, D/O 34 tests - 236 people tested; Written – 36 tests – 262 people tested – 199 certificates issued. FY 05 – Skills – FFI, FFII, D/O - 22 tests – 166 people tested; Written – 17 tests – 182 people tested – 129 certificates issued.
 - b. Upgraded testing instruments – We have completed the IFSAC mandated updates in our testing instruments to comply with the latest edition of the NFPA standards. Jerry Schroeder found that the adoption of the new correlation sheets was more involved than previously thought. There is independent scoring of competencies which requires competency for Haz Mat Awareness and Operations. We will have to have two passing scores; one for FF and one for Haz Mat Awareness. 75% will be needed on each to pass. We are not certifying the Haz Mat portion.
 - c. Future planned level additions - Fire Instructor I and Fire Officer I. Jerry brought back programs from the IFSAC meeting from other states.
 - d. Set regional testing dates – Jerry wants the Committee to think about this. We will need to do regional testing within the next year. He would like input by the

fall meeting on how to make this work. Mobile live-fire training props needs to be explored. It was suggested that 3 or 4 departments apply for Bureau Homeland Security grants. Jerry will check with Bill Bishop regarding the grant. He will also check into the 3 regional facility approach.

- e. **Recertification notices** – This year EST granted a 90-day window which ended on April 1, 2006. We will be sending out recertification notices during the year to the last address on record with a copy to the fire department. The motion was made by Robert Tyler that anyone who drops their certification and wants to retest has to pay \$100.00, non re-fundable. Steve Donahue seconded the motion. The motion passed unanimously. Robert Tyler made the motion that starting July 1 that a check for \$50.00, non-refundable, be sent in for every person who is going to take a test. Discussion followed regarding setting up a \$100.00 recertification fee and also a scholarship program for fire departments who could not afford the cost. Motion was made by Robert Tyler to explore a program to develop retesting fees and the mechanism to assure the money returns to their coffers. Dean Ellis seconded the motion. The motion passed unanimously.

6. **Sunset of Firefighter 3 Certificate** - This is a point of information. The certification for FFIII went away in 1992 and out of the NFPA standard. The old AAS Degree was created in 1988 so it is in there. BSU and EITC have upgraded their AAS degree to come into compliance with the International Fire Chiefs recommended model curriculum for fire officer development. The FFIII course of study does not exist in the new program. We have recommended to all 6 technical colleges that they upgrade to new curriculum. Once a college updates a course of study on a degree program and publishes it in their catalog, they no longer are obligated to offer the previous course of study. Fire Departments need to move to eliminate indexing in their contracts. In the new program 5 of the 8 courses that were prescribed in the old FFIII program still exist. They lose very little going to the new program and they gain a lot.

7. **Advisory Committee Membership Appointments** – Motion was made by Dean Ellis to reappoint Shannon Crays, Steve Donahue, and David Stonhill. Robert Tyler seconded the motion. The vote was unanimous. Linda Stricklin will be the representative from LCSC. The ISU area training representative position is open and needs to be filled. Nick Nudell will probably be the contact at the Emergency Medical Services Bureau.

8. **Lonnie's Report** - Lonnie reported on participants at the regional academies:

North Idaho Fire Officer Development Academy – 110

Southern Idaho Fire Academy – 418

Clearwater Fire Academy - 140

Idaho Fire Prevention Officer – 40

North Idaho Fire Academy – 307

Idaho Fire Chiefs Conference – 65

Eastern Idaho Fire Academy - May

Clearwater Wildland Fire Academy – 83 – registered so far Academy to be held in 2 weeks

Fire School – June - Moscow

9. **Next Meeting Date** – Conference Call, August 15, 2006, 9:00 AM MST

10. Jerry Schroeder thanked Colin Bonner for helping and partnering with EST.